



LASSEN REGIONAL SOLID WASTE MANAGEMENT AUTHORITY

(a California public agency)

Board of Directors:

Ralph Ellis, Chairman
Aaron Albaugh, Vice Chairman
Chris Gallagher
Mendy Schuster
Kevin Stafford
Quincy McCourt (City Alternate)
Jason Ingram (County Alternate)
Tom Neely (County Alternate)

Staff:

Manager: Vacant
Clerk of the Board: Vacant
Counsel: Josh Nelson
Landfill Foreman: Gary Gillis

LASSEN REGIONAL SOLID WASTE MANAGEMENT AUTHORITY

BOARD OF DIRECTORS, REGULAR MEETING

– AGENDA –

TUESDAY

August 22, 2023 at 1:00 p.m.

707 Nevada Street, Susanville, California 96130

- ▶ Any person desiring to address the Board of Directors shall first secure permission of the presiding officer.
- ▶ The Public may address matters under the jurisdiction of the Board of Directors, and not on the Agenda, at the time provided in the Agenda under Public Comment.
- ▶ The Board of Directors will not take action on any subject that is not on the Agenda.

Next resolution in line for adoption: 2023-01

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- A. CALL TO ORDER
 - B. ROLL CALL OF BOARD OF DIRECTORS
 - C. AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS
 - D. CLOSED SESSION - No items(s) for consideration.
 - E. PUBLIC COMMENT

(Any person may address the Board at this time to comment on any subject

not on the agenda. However, the Board may not take action other than to direct staff to place the matter on the agenda at a future meeting).

F. REPORTS AND INFORMATION

1. Unagendized Reports by Board Members
2. Auditor's Report – No Report
3. Claims of Expenses – No Report
4. Staff Reports

G. CONSENT CALENDAR

1. Subject: Approval of and/or Additions to and Deletions for the following meeting minutes.
 - June 27, 2023 Board of Directors Meeting Minutes.

Action Requested: Approve Minutes.

H. REGULAR CALENDAR

1. *Subject:* Review of needed Solid Waste employee positions and possible salary reclassification of some positions.

Action Requested: Receive report and provide input.

I. ADJOURNMENT

Next Scheduled Board of Directors Meeting: September 26, 2023



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LASSEN REGIONAL SOLID WASTE MANAGEMENT AUTHORITY

BOARD OF DIRECTORS

– *MINUTES* –

TUESDAY

June 27, 2023 at 1:00 PM

- A. CALL TO ORDER.** At 1:01 p.m., Vice Chairman Albaugh called the meeting to order.
- B. ROLL CALL OF BOARD OF DIRECTORS.** Directors, Albaugh, Schuster, Gallagher, and McCourt (1:14 p.m. arrival) were present. Director Ellis and Stafford were absent.
- C. AGENDA APPROVAL, ADDITIONS AND/OR DELETIONS.** Director Gallagher motioned to approve the agenda. Director Schuster seconded. Motion was approved 3-0. (Mccourt not present)
- D. CLOSED SESSION – Conference with Legal Counsel – Existing Litigation (Paragraph) (1) of subdivision (d) of Section 54956.9). Name of case: Calkins v. LRSWMA, Lassen Superior County, No. 63661.**

No reportable action.

E. PUBLIC COMMENT.

Damon Shea commented on various areas of activities and operations to include community clean up days.

F. REPORTS AND INFORMATION

1. **Unagendized Reports by Board Members.** Director Albaugh reminded Mr. Heimbigner about scheduling Water Resources Board for an in person report.
2. **Auditor's Report.** Mr. Heimbigner reviewed information as provided in packets.

Discussion was held to clarify line items.
3. **Claims of Expenses.** Mr. Heimbigner reviewed information as provided in packets.

Discussion was held to clarify line items.
4. **Staff Reports.** Mr. Heimbigner reviewed current staffing issues as well as position recruitment for open positions.

G. CONSENT CALENDAR:

1. **Subject: Approval of and/or Additions to and Deletions from the May 23, 2023 Board of Director Regular Meeting Minutes.**

Director Gallagher motioned to approve the May 23, 2023, Regular Meeting Minutes. Director Schuster seconded. Motion passed 3-0 (McCourt not present)

H. REGULAR SESSION

1. **Subject: Adoption of Recommended Budget for Fiscal Year 2023/2024.** Mr. Heimbigner reviewed information as provided in packets.

No discussion was held.

Director Gallagher motioned to adopt recommended budget for Fiscal Year 2023/2024. Director Schuster seconded. Motion passed 3-0. (McCourt not present).

2. **Subject: Amendment to agreement with Converse Consultants for solid waste environmental services to conduct groundwater and landfill monitoring of multiple landfills.** Mr. Heimbigner reviewed information as provided in packets.

No discussion was held.

Director Gallagher motioned to approve extending the existing agreement, by amendment, with Converse Consultants for a term of one additional year and add an additional \$50,000 to agreement for a not to exceed amount of \$100,000; and authorize the acting manager to sign the first amendment to agreement. Director Schuster seconded. Motion passed 4-0.

I. **ADJOURNMENT.** *At 1:18 p.m., Vice Chairman Albaugh closed the meeting.*

**LASSEN REGIONAL SOLID WASTE
MANAGEMENT AUTHORITY**

AARON ALBAUGH,
VICE CHAIRMAN OF THE BOARD OF DIRECTORS

CLERK OF THE BOARD OF DIRECTORS

Proposed range changes to solid waste employee positions

| 585 | SOLID WASTE | CURRENT | | | PROPOSED | | | |
|--------------|------------------------------------|---------|-------|------|----------|-------|------|--|
| | | FTE | Range | Unit | FTE | Range | Unit | |
| 024-1 | SOLID WASTE | | | | | | | |
| | Assistant PW Direct for SW | 0.40 | 34 | MM | 1.00 | 34 | MM | |
| | Deputy Director | 0.40 | 26** | MM | 1.00 | 22 | MM | Position replaced with Program Manager |
| | Administrative Assistant | 1.00 | 20 | MM | 0.00 | 20 | MM | Position not funded |
| | Landfill Foreman | 1.00 | 20 | MM | 1.00 | 20 | MM | |
| | Account Technician I/II | 1.00 | 15/17 | UPEC | 0.00 | 15/17 | UPEC | Position not funded |
| | Senior Account Clerk | 1.00 | 11 | UPEC | 0.00 | 11 | UPEC | Position not funded |
| | Senior Landfill Equipment Operator | 1.00 | 15 | UPEC | 1.00 | 16 | UPEC | |
| | Landfill Equipment Operator | 1.00 | 13 | UPEC | 1.00 | 14 | UPEC | |
| | Landfill Spotter | 1.60 | 11 | UPEC | 1.00 | 12 | UPEC | |
| | Landfill Maintenance | 1.00 | 9 | UPEC | 1.00 | 11 | UPEC | |
| | Gate Keeper | 1.00 | 9 | UPEC | 1.00 | 11 | UPEC | |